

**University of Portsmouth
School of Computing
Research and Innovation Committee**

Minutes of the meeting held on 18th February 2015, 14:30 in BK1.15

Present

Jim Briggs	Chair
Alexander Gegov	Reader
Ivan Jordanov	AI Group
Carl Adams	Information Systems group
Mo Adda	Pervasive Computing Group
Mark Gaterell	Associate Dean (Research), Faculty of Technology
Nick Savage	Head of School of Computing

In attendance

Angela Muscat Minutes Secretary

1. Apologies for absence

Benjamin Aziz
Honghai Liu
Djamel Ait-Boudaoud

2. Approval of previous minutes

The previous minutes were accepted as an accurate record.

3. Matters arising

(i) **Ivan** has now compiled a list of hot desks for part-time PhD Students. Closed.

(ii) **Ivan** reminded PhD students to update web entries. Angie contacted Steve Fisher with an up-to-date list of PhD students. The SoC and PhD Student pages still seem to be outdated. Ivan was of the view that reminding the students once or twice a year was sufficient. Carl suggested passing the onus onto another PhD student to ensure this is done, perhaps requesting a volunteer. It was suggested that ensuring the webpages were update could be incorporated into the Annual Review. Opinions were divided amongst the Committee but **Alex** agreed to put the matter on the Graduate School Management Committee agenda.

(iii) **Alex** to take the subject of DORA to the University Research Committee for consideration. Alex discussed this matter with Mark on their handover but Mark agreed to put the item on the next Agenda. Carried forward.

(iv) Following his attendance at the Knowledge Services Operational Meeting at the Business School, Carl is now in the process of organising an event to attract interest from outside the University. Hopefully this event will take place in the summer. Carried forward.

(v) **Jim** was actioned to email academic staff with regard to ensuring all supervisors are named as Authors on their PhD student publications. Jim has drafted an email with regards to this and will be sending it out shortly.

(vi) **Jim** had emailed Steve Hand with regard to the lack of attendance of CT staff at the Seminars. Unfortunately, attendance from CT has not improved.

4. Review Terms of Reference

Nick proposed that the Terms of Reference be revised for the membership of the Committee. Proposed addition 'If the Committee does not include one male or one female academic member of staff, an additional member of the appropriate gender should be admitted'

A discussion followed on how best to implement this and Nick expressed his preferred method would be to invite self-nomination with all academic staff voting. It was agreed this needed to be discussed further.

ACTION Jim

Jim advised there was also another proposed change. Nick had asked that the role of Committee expand to take on the responsibility of the Conference Budget. Details for this would be discussed at a later date.

5. Reports on recent activity

Jim Briggs distributed graphs prior to the meeting.

- a. **Publications.** Jim reported that since the last report, there have been increases to each year going back to 2008. We don't know what the final count will be for any year especially the most recent one. There remains an issue to resolve about how we record historic publications by staff who have transferred department with the University.
- b. **Funding.** Jim reported that funding appeared to be declining slowly. There is a recent new win by Philip although the precise amount is still undetermined. Both Ben and Jim have bids in at the moment.
- c. **Research students.**
 - (i) **Completions.** There has been one completion, Amanda Peart, and one submission, Nedyalko Petrov, since the last meeting.
 - (ii) **Progress.** Honghai has two students who are due to complete. Alex also confirmed that he has two students who hope to do so.
 - (iii) **Admissions.** The blue line continues to rise as we admit even more PhD students. There are now 55 PhD students.

Ivan reported that his group had met and were unhappy about the speed at which applications were processed. Nick replied that this was mainly due to the lack of space and uncertainty as to whether we could accommodate any new students.

Nick informed the Committee that we were given a target to recruit 60 PhD students. We currently have 55 and we are not expected to exceed this target.

Carl highlighted that there was a project day on 18th March and thought it would be a good idea to encourage PhD students to have presentations. Jim replied that Penny had already emailed the PhD students regarding this but was not sure of the responses. Jim advised Carl to check with Penny.

Nick has agreed to support a social gathering programme for the PhD students. It was suggested perhaps two or three gatherings a year. Mo Adda has been organising this

ACTION- Mo to organise social events.

d. **SoC and CSI seminars.**

Alex advised that the seminars are progressing well and attendance is good. They are still not well attended by Engineering or CT.

e. **New appointments and departures.**

There are no new appointments/departures but Honghai has a new Research Fellow starting soon. Jim also noted that Stuart Jarvis would be appointed as a visiting research fellow.

f. **Incoming Visitors.**

Alex confirmed that he has a new visitor from China spending 12 months funded by the Chinese Research Council. Jim confirmed there will be French trainees coming in mid-March.

g. **Outgoing visits, meetings, conferences attended.**

Jim circulated a graph relating to meetings. He still believes many meetings are going unreported. The meetings which are reported seem to be from the same few members of staff. Nick confirmed that the form Jim sent round had prompted him to complete his meetings so this was probably the way to get people to engage.

h. **Web pages.**

See Matters Arising.

ACTION – All to review web pages and keep the information up to date.

6. REF

Mark reported on the review of the REF. He said there was a need to look at the challenges and aspirations and any feedback or recommendations would be gratefully received. There is a meeting with Nick and Jim in March to put actions behind it. There were no easy solutions. Impact was vital and what to do to support development. Generation of income was important and what support was required to achieve that?

Jim suggested it was a good idea to get someone to analyse the REF submissions of other universities. Alex, Mo and Carl offered to do this. Some may have submissions in our area and would be useful to know.

ACTION – Alex, Mo, Carl analyse other REF submissions

Carl asked if there was investment to develop impact. Mark and Jim confirmed that the definition of impact has to be met and a good case had to be made.

7. School's action plan for research

Nick informed the Committee that there was not a specific action plan for research rather a template. Nick reported that the income targets have been exceeded. Postgraduate student numbers are on track to exceed target. The number of research active staff has dropped. Three of four staff members need nudging.

8. Report from Faculty R&I Committee

Jim circulated the draft Minutes from the meeting which took place on 4th February. The main discussion was about the REF and the annual review of performance across the Faculty. The standard template comes off Pure. Emma Bain is doing work to compile information. Mark reported that Computing did well for income generation.

9. New research centre in computational intelligence.

This topic has been under discussion for some time and some decisions need to be made. The title finally agreed upon appears to be 'Computational Intelligence and Robotics' although Honghai was not happy under the Robotics title. It was discussed that someone needs to write a proposal to go to the Faculty Research Committee to be approved. CORL – a new centre spanning Maths & PBS - has gone through this process and Dylan Jones may be able to share a format to follow. Ivan was nominated.

ACTION Ivan To write proposal to put forward to Faculty Research Committee.

10. Information Sharing.

Mo reported that Mohamed Bader had some concerns that when new PhD applications are received, they do not go directly to the member of staff named on the form. At the moment the process is for the forms to be sent to Nick, who decides whether the candidates are suitable; once this is done, the forms are circulated to the department.

Carl reported that he is currently researching 'smart' cities in the Arab region. This is still in the early stages and there are some Skype meetings set up.

Ivan reported that the focus was very much on Big Data at the moment. There are several research bids in preparation but nothing has been secured.

Carl asked if anyone had any good case studies on Big Data. Jim confirmed he did and would share with him.

Alex has one proposal with the Singapore MOD which he is waiting to hear about. He has also been invited by ICJS in a new scheme with other partners which should evolve over the next few months.

Jim reported that Phil had received money from the Wessex Academic Health Science Network to promote Health Informatics. The total bid is £122k but it is not yet clear how much will be allocated to UoP. In addition, Jim is part of a group pursuing WAHSN to set up a Wessex Patient Safety Institute which will be working with QA and a collaboration from a few other hospitals in the region. Southampton are bringing the medical expertise and we are providing the informatics. Jim reported another bid with Xim Ltd for £250K to develop a webcam to monitor vital signs. QA also require database help conducting clinical trials. There is a pilot to evaluate software. Tineke is involved in this.

11. AOB

Jim reported that the Faculty have decided to repeat the exercise in advertising pre-approved PhD ideas. He will send an email to encourage SOC to put in ideas. He will send round an evaluation form, any feedback would be appreciated.

Next Meeting

3rd June 2015, Head of School's Office